

HUMAN RESOURCES OFFICE  
MARYLAND NATIONAL GUARD  
219 WEST HOFFMAN STREET  
BALTIMORE, MARYLAND 21201-2288  
TELEPHONE: (410) 576-6175

**POSITION VACANCY ANNOUNCEMENT # 19-024**

**OPENING DATE: 12 December 2018 CLOSING DATE: 11 January 2019**

**FULL TIME MILITARY / ACTIVE GUARD RESERVE (AGR) POSITION VACANCY**

**BRANCH OF SERVICE: ARMY NATIONAL GUARD**

**POSITION TITLE: SUPPLY SERGEANT - ASSISTANT TEAM LEADER (42R30) HIGHEST GRADE AUTHORIZED: SSG/E6**

**ORGANIZATION AND LOCATION: 229 Army Band, 3727 Putty Hill Avenue, Nottingham, Maryland 21236-3509**

**SALARY: Full Military Pay and Allowances, depending on rank and longevity of selectee.**

**WHO MAY APPLY: OPEN TO AGR ENLISTED SOLDIERS WHO HAVE COMPLETED A MINIMUM OF 18 MONTHS OF THEIR INITIAL TOUR AND TRADITIONAL SOLDIERS OF THE MARYLAND ARMY NATIONAL GUARD AND THOSE ELIGIBLE FOR MEMBERSHIP.**

GENERAL ELIGIBILITY REQUIREMENTS:	INITIAL ENTRY QUALIFICATIONS:	ON-BOARD AGR QUALIFICATIONS:
<ol style="list-style-type: none"><li>1. Must be in a Ready Reserve status.</li><li>2. If an Enlisted Soldier, must be 18 years of age and not have reached his/her 55<sup>th</sup> birthday.</li><li>3. Must not be under current suspension of favorable personnel actions.</li><li>4. Must not be entitled to receive Federal military retired or retainer pay.</li><li>5. Must be able to complete a 3-year initial tour of AD or FTNGD prior to completing 18 years of active service and before MRD.</li><li>6. Personnel applying for an initial tour with fifteen (15) or more years of active military duty credited toward retirement must have a waiver from the National Guard Bureau (NGB-ARM) prior to placement on tour.</li><li>7. Applicants who have voluntarily separated from the AGR Program are not eligible to re-enter for one year from date of separation.</li><li>8. Applicants who have voluntarily separated from the AGR Program in lieu of adverse personnel actions, or who have been involuntarily separated from the AGR Program are not eligible to re-enter the program.</li></ol>	<ol style="list-style-type: none"><li>1. Must possess the qualifications prescribed in Table 2-1 and not be disqualified under Tables 2-2 or 2-3 IAW AR 135-18.</li><li>2. Must be medically certified as drug free and be tested negative for HIV within the last 24 months prior to initial entry.</li><li>3. Must not be pregnant per AR 40-501 and AR 600-110.</li><li>4. Must meet the body composition standards prescribed in AR 600-9.</li><li>5. Must meet the medical fitness standards for retention per AR 40-501, chapter 3; PHA or flight physical must be within 12 months prior to initial entry. Soldiers whose PULHES contains a "3" or "4" must meet the requirements of AR 600-60 prior to initial entry.</li><li>6. Must be able to complete the Military Education requirements commensurate with the military grade.</li><li>7. Enlisted Soldiers in grades E6 and above must possess the required grade, MOS and skill level required by AGR duty position (except for detailed recruiting positions) per AR 135-18, Table 2-1(F) 2a: SSG and above not MOSQ may apply, (unless job stipulates otherwise), but must take a reduction to SGT and submit a memo with their application stating they are willing to take a grade reduction to SGT.</li><li>8. Must be eligible for reenlistment or extension per NGB-ARM Policy #09-26.</li></ol>	<ol style="list-style-type: none"><li>1. Must possess the qualifications prescribed in Table 2-4 and not be disqualified under Tables 2-5 or 2-6 IAW AR 135-18.</li><li>2. Must possess MOS of the AGR duty position or become qualified in that AOC within 12 months.</li><li>3. Failure to qualify in AGR duty position MOS within 12 months of assignment will result in mandatory separation from the AGR Program per Chapter 6, NGR 600-5.</li><li>4. Must be within grade requirements of MTOE/TDA position and NGB staffing Guide.</li><li>5. <b>Soldiers who have not completed a minimum of 18 months of their initial tour may request a waiver of the 18 months stabilization rule through their current Command to be approved by the <u>Chief of Staff (CoS)</u>.</b></li><li>6. <b>Stabilization Rule waiver consists of: Letter from Soldier, Endorsements from Chain of Command (CoC), SF 52 w/Executive Summary from Command, and original application packet.</b></li><li>7. <b>A copy of the complete Stabilization Rule waiver along with a copy of the application must reach HRO prior to closing date of the announcement; originals must reach the CoS office prior to the closing date of the announcement.</b></li></ol>

PARA  
102

LIN  
02

SEQ #  
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UIC-PRN  
WPG7AA-160

**DESCRIPTION OF DUTIES:** Serves as Unit Supply NCO. Responsible for establishing supply and inventory control management functions. Receives, inspects, inventories, stores, issues, delivers and turns-in supplies and equipment; assists in property accountability through GCSS-Army ensuring total accuracy. Reviews daily and monthly records of issues for all classes of supply. Ensures critical assets are on hand or ordered. Monitors all sensitive items and unit inventories; secures and controls all sensitive items including weapons, ammunition and Military Intelligence Systems. Responsible for the accounting of millions of dollars (hand receipt value) worth of the Unit property book equipment. Serves as the primary advisor to the Commander with respect to logistics. Completes all other duties as assigned. Serves as Assistant Team Leader for an MPT and performs unit critical function area duties at the required skill level. Supervises Safety, Security, and Communications section, Production Section, or Public Affairs section as required. Accounts for, counsels, trains, mentors, and evaluates musicians and senior musicians of the MPT. Supervises MPT operations. Performs duties as AMPA Coordinator, Ceremonial Conductor, Drum Major, EO Leader, Master Fitness Trainer, Master Resilience Trainer, Retention NCO, Section Leader, or SHARP/VA, as required.

**QUALIFICATIONS REQUIRED:** MOS: 42R30 The Army musician must possess the following qualifications: A physical demands rating of Significant (Gray). A physical profile of **222222**. Applicants must have a valid state driver's license and be able to operate military vehicles and equipment organic to the unit. Applicant must have a working knowledge of automated office procedures. Applicant must be able to complete the Military Educational requirements commensurate with their military grade. Must not have any flagging actions that would prevent them from applying. Before enlistment: Meet the basic eligibility requirements as modified by this enlistment option. Meet the technical proficiency requirements by audition. All applicants that enlist under ACASP will enter the Army in grade of SPC with no later appointments in grade under this program. After enlistment applicant must: Successfully complete BT if required. (Provisions of AR 612-201 apply for persons with PS. Successfully complete AIT as certified by the Commandant, U.S. Army School of Music (USASOM). Successfully complete proficiency training as certified by the Commandant, USASOM. *Processing information audition procedures:* Army Music Brigade Recruiting Liaisons administer and evaluate Army Musician Proficiency Assessments (AMPA) for Army Music applicants. USASOM Instructors will evaluate AMPAs for ASI's 9V, 9X, and may evaluate accession AMPAs as required for additional ASI's. Brigade Liaisons will travel to applicant to conduct live AMPA only after applicant has been fully qualified for enlistment. Reserve Component Bandmasters (MOS 42C) will only conduct auditions for reserve component applications. The authority will not be delegated further without the approval of the Commandant, USASOM. Applicants must meet the minimum technical proficiency requirements contained in USASOM Regulation 350-70-4 (Army Musician Proficiency Assessment). DA Form 7764-1, the Army Musician Proficiency Assessment Form will be used to record and report all audition results. This form may be found in the Army Musician Proficiency Assessment Handbook or online on the Army Music Intranet in the resources section. After the audition, the Brigade Recruiting Liaison conducting the audition will: Place the applicant on the current Order of Merit List (OML) to compete with all other applicants within the same ASI on the next occurring selection board, if the applicant met minimum enlistment standards IAW USASOM Regulation 350-70-4. Applicants with an AMPA score of 18-20 will remain on OML for no more than 3 months. Applicants with AMPA scores of 21-40 will remain on OML for no more than 6 months. If selected, the applicant will complete the enlistment process with their recruiter. Guidance Counselor will assign a ship date based on the first available AIT training seat. Forward a copy to the recruiter who requested the audition. This copy may NOT be hand carried by the applicant. For RC applicants only. Following the audition, the Soldier conducting the audition (or a unit representative) will: Notify the recruiter of the results, and counsel the applicant regarding the results. Prepare and forward a memorandum certifying the audition from the band commander or their designated representative to the RC Command's Recruiting Manager. Scan and archive the original DA Form 7764-1 in the appropriate files of the unit giving the audition. Forward a copy to the recruiter who requested the audition. This copy may NOT be hand carried by the applicant. Forward an electronic copy of the audition to the Commandant, USASOM and RC staff bands officer for the purpose of determining the ASI profile of incoming AIT class rosters. Any travel performed before enlistment for auditioning purposes will be at the expense of the Government, provided all physical and mental tests have been administered. The audition requirements also apply to prior service (PS) Soldiers when not enlisting under ACASP, to include any Soldier who might already hold a 42R MOS. PS applicants already 42R trained, must pass an audition to the current standards as prescribed by the Prior Service Selection Board. Only PS RC Soldiers outside of MOS 42R will be required to attend AIT at the USASOM. Future Soldiers Training Program (FSTP). Applicants selected to enlist must swear in to the FSTP for the earliest available training as determined by the Guidance Counselor's use of REQUEST software or class specified in the selection memorandum. Applicants may not elect to opt for delayed ship dates without approval from the Senior Army Music Recruiting Liaison. 1. Applicant does not enlist. Should the applicant not enlist in MOS 42R, then the guidance counselor or recruiter will immediately notify the Army Music Senior Band Liaison. 2. Award of MOS. In order to receive PMOS 42R, all applicants, including RC, must complete AIT as prescribed by Commandant, USASOM. Band MOS will not be awarded before completion of AIT. RC applicants who fall under Option 3 (paragraph 9-7c.1) or Option 5 (paragraph 9-7c.3), AR 601-210 will complete AIT in accordance with those options. The Commandant, USASOM is the only person authorized to award the MOS on the basis of successful completion of AIT. 3. All requests for enlistment for bands will be coordinated between the MEPS guidance counselor and the Senior Army Recruiting Liaison, 1307 3<sup>rd</sup> Avenue, Fort Knox, KY 40121 (DSN 536-0456 or Comm 502-626-0456). 4. Statements needed for enlistment: Proper parts of the DD Form 1966 will be completed for applicants under chapters 5 and 6 of AR 601-210. Complete DA Form 3266-series. Proof of acceptance or a USAREC selection board memorandum. Enlistment Program 9B will be used for this program. List AR 601-210, chapter 7, and Program 9B on all option/enlistment documents.

## SPECIAL INFORMATION

1. Appropriate military uniform will be worn during duty hours.
2. Continuation of tour is subject to findings of the AGR Tour Continuation Board and the Adjutant General.
3. Initial Tour AGR soldiers who do not become MOS/AOC qualified within 12 months will be reassigned to a position for which they are qualified or be separated from the AGR program.
4. Except for mobilization or other emergency, member accepted for tour normally will not be subject to reassignment during the first 18 months of initial tour. After 18 months of initial tour, soldier may be reassigned without consent or without geographical limitations to meet the needs of the service.
5. As a condition of employment, service members are required to attend mandatory PEC training courses associated with their FTS positions. Failure to complete course(s) at PEC within the first year of employment may be cause for reassignment to other FT positions or termination from employment.
6. Must sign a Certificate of Agreement and Understanding prior to being ordered to AGR duty.

## APPLICATION PROCEDURES / REQUIRED DOCUMENTS

### **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED** **APPLICATIONS WILL NOT BE RETURNED!**

#### **SUBMIT APPLICATION IN ORDER LISTED BELOW**

- ☐ **NGB Form 34-1, DATED 20131111** completed, signed, dated and annotated job number
- ☐ **PQR Updated** Personnel Qualification Record
- ☐ Current copy of Enlisted Record Brief (**ERB**)/Officer Record Brief (**ORB**)
- ☐ **MEDPROS Report** of current Periodic Health Assessment (**PHA**) within **12 months** and HIV Test within **24 months**
- ☐ **DA Form 3349** must be submitted for Soldiers with Permanent Profiles
- ☐ **ASVAB scores (if not reflecting on ERB, submit REDDs report, or Memorandum with new test scores).**
- ☐ **Height/Weight Standards- Current** IAW AR 600-9; and provide Tape Test **DA Form 5500 (Males), DA Form 5501 (Females).** (HT/WT is only valid for 6 months)
- ☐ **APFT DA Form 705**, Current Army Physical Fitness retention standards IAW AR 40-501; **not more than 6 months.**
- ☐ **NCOERs/OERs THREE latest** and as available for junior Soldier/NCO applicants. (Gaps in rating periods **MUST** be explained in writing.) **Letter of recommendations on individuals not requiring an NCOER/OER.**
- ☐ **Photograph in ASU/ACU (E5 and below Photo must be within the last 24 months.)**  
**DA photo in Class A uniform/ ASU (E6 and above, no more than 5 years old).**
- ☐ Unit memo verifying no Flagging Actions.
- ☐ **INITIAL ENTRY ONLY:** (BOTH of the following must be submitted)
  - a) **NGB Form 23B** Retirement Points History Statement
  - b) **DD Form 214s.** Provide all **(Long version copies 2, 4, 7, or 8), DD Form 215 or DD Form 220 (if applicable)**
- ☐ Completed questionnaire below

#### **Questionnaire:**

##### **Y/N**

- ☐ Are you currently a Maryland Army National Guard Member? \_\_\_\_\_
- ☐ Are you currently AGR? If so, what State? \_\_\_\_\_
- ☐ Are you currently Technician? If so, what State? \_\_\_\_\_
- ☐ Are you currently deployed? If so, what location? \_\_\_\_\_
- ☐ Are you currently on ADOS? If so, with who? & what is the ending date? \_\_\_\_\_

Please provide current telephone number and **Military Email** address (Selection and Non-selection Memos will be sent via **Encrypted Email**): \_\_\_\_\_

Forward application and attachments via **MAIL, EMAIL, OR WALK-IN**: Tuesday – Friday 0630 -1700 at the Fifth Regiment Armory, Human Resource Office on the 3<sup>rd</sup> floor, Room 26

#### **SUBMIT ONE PDF DOCUMENT ENTITLED **19-024 SUPPLY SERGEANT - ASSISTANT TEAM LEADER** TO:**

[ng.md.mdarnng.mbx.mdng-hro-agr@mail.mil](mailto:ng.md.mdarnng.mbx.mdng-hro-agr@mail.mil)

#### **MAIL**

DO NOT STAPLE, OR DOUBLE SIDE PRINT DOCUMENTS.

Forward application and attachments to: **Human Resources Office**  
**ATTN: NGMD-HRO-AGR**  
**Fifth Regiment Armory**  
**29<sup>th</sup> Division Street**  
**Baltimore, MD 21201-2288**

***Applications must be received in the HRO not later than close of business on the closing date!***  
***Applications received after the closing date will not be considered.***